UNIVERSITY OF Southampton

Participant Information Sheet

Researcher: **Naomi Simpson**

Thank you for reading this information sheet. This sheet provides information about the research study **'A case study of a Maternity Service Development Programme, and its influence on maternity services and inter-agency collaboration'** so you can consider if you wish to participate.

Research summary

The research is an exploration of a local Maternity Services Development Programme. This programme started in 2011 to improve care for service users (pregnant women and their families). The programme changed the way in which the service was provided by bringing midwives and other maternity services (e.g. Health Visitors, Social Services etc.) together so they are working in the same place; the Children's Centres. This is so professionals can work together more closely to meet the needs of parents and their families.

The research is going to explore how the programme works, and its perceived strengths and challenges. I want to find out they ways in which the programme benefits families, especially those that could be considered vulnerable. This includes how different professionals from different agencies work together.

Why have I been invited?

You have been invited to take part as you work within one of the city's Children's Centres and you work alongside or in maternity services. You could provide important information as to how the maternity services development programme has been implemented and how you, as a service provider, work together with other agencies.

Do I have to take part?

It is up to you to decide if you would like to participate. This information sheet will explain what would happen if you were to participate.

What will happen if I decide to take part?

To take part please contact me, Naomi Simpson, to organise your participation (contact details can be found at the end of this information sheet). After a discussion you can agree what your involvement will be and together we will organise a time and date for the first data collection session. You will also be asked to sign a consent form to confirm your decision to participate at this date, and prior to commencing any data collection.

What will I be expected to do?

You will be asked to take part in one or two forms of data collection, 1) being observed at work, and/or 2) a one-to-one interview.

Observation: During an observational episode I will observe you while you work but I will not participate in any of the work that you carry out (e.g. I will not be asking questions or be involved in any conversations you have). I will make notes for later analysis and record aspects of interaction between other service providers and other processes. **I will not be judging you on your work.** The observation episode will last up to 3 hours. Depending on your work activity you may be asked to participate in observational episodes on up to three separate occasions. You will have the opportunity to look at the notes after the observation should you wish to. Observational periods will involve watching you in any of the following situations:

- A regular working day (e.g. while you are running a clinic)
- A scheduled meeting with other children's centre agencies (e.g. Team around the Child (TAC) meeting).

Interview: An interview will involve a one-to-one meeting where I will ask you some questions. This will take place at your local Children's Centre. The interviews will be recorded on a digital Dictaphone so that I can transcribe them for analysis later. On average an interview will last approximately 1-2 hours. You will only be asked to have one interview.

How long will it take if I agree to participate?

The length of the process will depend on how much you are willing to participate (i.e. whether you wish to participate in one or two data collection methods). This can be discussed directly with me. Even if you choose to participate in all forms of data collection you will be seen on a maximum of 4 occasions (3 x periods of observation and 1 x Interview,) over a 6 week period.

Will I get any compensation for time/costs etc.?

Unfortunately I do not have the provision to compensate financially for time and travel.

What are the potential benefits of taking part?

While I cannot promise that the study will directly help you, the information that is gained from the study will help to increase the understanding of how and if this Maternity Services Development Programme is working to improve care for the families you will be involved with.

What are the potential disadvantages of taking part?

There should be no risks or disadvantages to taking part in this study. Your practice will not be judged or identified in the research.

How long do I have to decide to take part?

I will be recruiting people to participate between, and inclusive of, the 7th of September 2015 to the 25th of July 2016.

Will anything I say or do remain confidential?

Your confidentiality will be safeguarded during and after the study. There will be no recorded identifiable data at any point (e.g. in interviews you will be given an allocated participation number, no names will be used), the data collected will also be kept and stored in a secure format on a password controlled computer. However it should be noted if anything is disclosed during any data collection about inappropriate or criminal activity this will need to be reported to your line manager.

Can I withdraw from the study?

Yes, you can withdraw at any point.

What will happen if I decide to withdraw?

If you withdraw from the study I will routinely use any data collected up until your withdrawal. I will keep this data but not ask you to take part in any further data collection.

What if there is a problem?

If you have a concern about any aspect of this study you can speak to me directly and I will do my best to answer any questions you have. If you remain unhappy and wish to complain formally you can do this through The University of Southampton (all contact details can be found at the bottom of this information sheet).

What happens to the data during the study to make sure it is kept safe?

All collected hard data (paper documents etc.) and electronic data (data stored on a computer etc.) will be kept secure, in a locker only I will have access to. This locker is kept within a locked room for post-graduate researchers, in a secure University building.

What happens to the information after the study?

Participant information will be destroyed within 3 months of the publication of the study results. The rest of the study information/data will be retained by the University of Southampton for a minimum of 10 years in line with the University's Research Data Management Policy requirements after which the data will be disposed of securely.

What will happen to the results of the research study?

I am carrying out this research for my PhD, and the results will be published as part of a final thesis in 2017. Your details will be retained and you will be informed by letter of the publication of findings and be given access to the thesis. This letter will go to the address your invitation letter has been distributed to (this can be amended if you move).

Who is organising the research?

The research is being sponsored by The University of Southampton.

Has the research been reviewed by an ethics committee?

The study has been reviewed by the University of Southampton Faculty Ethics Committee and by the NHS Nottingham 2 Research Ethics Committee.

Who will be conducting the data collection?

I, Naomi Simpson, will be conducting the observation episodes and interviews. I am a PhD student with The University of Southampton and a midwife based at The Queen Alexandra Hospital.

Further information and contact details:

Researcher: Naomi Simpson – Midwife and Clinical Academic Fellow
Email: njs1g13@soton.ac.uk
Phone Number: 07825 884880

Independent contact in case of concern or complaint: Research Governance Manager – University of Southampton
Email: rgoinfo@soton.ac.uk
Phone Number: 02380 595058

Thank you for reading this sheet